

**UNF Finance and Audit Committee**

June 15, 2009

**Issue**                      Amendment of Policy (University Holidays)

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**Proposed Action**      Approval

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**Background Information**

Over the past two years, the university has provided additional leave during the winter break in recognition of the increase demand being placed on employees who received no pay increases. The state auditors who are conducting our current operational audit have questioned the provisions we were using to offer this paid leave. In a survey of other campuses, we find that similar questions are being asked at other universities.

In response to our conversations with the state auditors, the university is proposing changes to our current holiday leave policy, making explicit the president's ability to make these judgments as UNF's chief executive officer. The administration is also asking the Board to approve the leave dates for the past two years.

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**Supporting Documentation**

- University Holidays Policy
- Winter Break Leave Dates for 2007/08 and 2008/09